



Employment Opportunity

Abegweit First Nation - Natural Resources Director

Location: Scotchfort, PE

Hours of work: Full-time 40 hours per week

The Natural Resources Director is responsible for the management and implementation of Abegweit First Nation programs and projects related to strengthening Abegweit First Nation fisheries and resource management capacity and advancing First Nations involvement in natural resources in PEI. This work will be undertaken within the principles of community-based integrated resource management to ensure sustainable resource use. Wherever possible, the Director will promote the application of Mi'kmaq traditional and community values in natural resource management and development in Abegweit First Nation.

The Natural Resources Director works under the supervision of the Band Administrator and provides overall supervision and direction to the AFN commercial fishery and Redstone Truck & Marine. The Natural Resource Director is also responsible to implement the Mission and Strategic Plan of the Abegweit Conservation Society (ACS), as determined by the ACS Board of Directors. The Abegweit Conservation Society is a registered charity and encompasses the Abegweit Biodiversity Enhancement Hatchery, Stream Enhancement Program, Forestry Projects and Education Outreach Programming.

In this role the Natural Resources Director will:

- Facilitate, where required, community processes and activities related to natural resource management and development.
- Prepare resource management and development plans.
- Identify, where possible, resource development opportunities for Abegweit First Nation that meet community objectives.
- Liaise with federal and provincial departments and agencies responsible for fisheries, forestry, stream enhancement, aquaculture, natural resources and environment.
- Liaise with the Mi'kmaq Confederacy of PEI Integrated Resource Management program.
- Prepare project proposals that support Abegweit First Nation's natural resource development and management activities.
- Oversee financial, informational and technical inputs from government to Abegweit First Nation natural resource programs and projects.
- Represent, when necessary, the interests of the Abegweit First Nation provincially, regionally, and nationally with respect natural resource issues.
- Supervise the AFN Commercial Fishery program and the Abegweit First Nation Fisheries Supervisor.
- Supervise Redstone Truck and Marine operations.
- Support and assist the Abegweit First Nation Council and Band Administrator in negotiations with federal and provincial governments, particularly with respect to land and marine resource related matters.
- Any ancillary duties that may be required from time to time by the Band Administrator.

Duties Related to Administration

- To effectively communicate program concerns and keep the Council and Band Administrator informed of developments in the Natural Resource Program;
- To provide the Band Administrator with a regular progress report on work plan;
- To prepare reports, proposals and perform any other related duties relevant to natural resources or as assigned by the Band Administrator;
- Build a productive, cooperative working climate within the team, the organization and with other stakeholders;
- Ensure that the funding agencies receive the required reports within the guidelines as so identified;
- Manage and oversee the budgetary needs and expenses of the Natural Resources Program.

Responsibilities Related to Abegweit Conservation Society

- Implement Mission of the organization
- Provide direction to the Hatchery, Stream Enhancement and Forestry Managers
- Prepare and monitor annual budgets
- Implement fund raising strategy
- Implement Strategic Plan
- Liaise with BOD

Knowledge, Skills, and Abilities:

- Possess a solid understanding of Mi'kmaq aboriginal and treaty rights, fisheries, and land use and the development of these issues within the province of PEI from both a federal and Mi'kmaq perspective;
- Proficient with basic computer software applications including word processing, spreadsheets and financial management software;
- Ability to maintain discretion regarding the confidentiality or disclosure of specific Natural Resource Management related topics;
- Ability to manage staff by providing appropriate direction in terms of their work plans;
- Ability to multi-task, identify priorities, and maintain a detailed work plan.

Personal Suitability

- Willingness to take on a significant challenge and driven to succeed. Very good judgment, strong interpersonal skills, strong written communication skills, effective analytical skills, initiative, willingness to be a team player;
- Ability to maintain professionalism while working under stressful situations;
- Ability to focus on meeting deliverables within the required timeframe.

Qualifications

- Undergraduate degree or diploma from a recognized post-secondary educational institution within a related field of study or a significant combination of training, experience and related education;
- Experience working with the First Nations, preferably in fisheries and/or Natural Resources, is a prerequisite for this position;
- Demonstrated knowledge of the challenges and opportunities First Nations face in regards to all aspects in natural resource management;
- Experience managing financial resources and staff;
- Experience developing proposals;
- Previous administration and supervisory experience would be preferred;
- Demonstrate excellent interpersonal and communication skills;
- Able to travel for extended periods;
- Valid driver's license.

If all qualifications are equal, preference may be given to persons of Indigenous ancestry. While we appreciate the interest of all applicants, only those applicants selected for an interview will be contacted. No interview or relocation costs will be provided.

- ⇒ Salary to commensurate with relevant education and experience.
- ⇒ Closing date for applications is **March 5, 2019 at 3pm.**
- ⇒ Please email your resume and cover letter to sharris@abegweit.ca or mail to: Susan Harris, Director of Special Projects, Abegweit First Nation, PO Box 36, Mount Stewart, PE COA 1T0